

**COUNTY OF SAN DIEGO
VOLUNTEER REPORT FORM
PERIOD JULY 1, 2000 - JUNE 30, 2001**

1. DEPARTMENT/COURT INFORMATION:

Department/Court: Department of Animal Control

Division/Unit: Administration

2. VOLUNTEER PROGRAM BENEFITS:

- a. GENERAL VOLUNTEERS (this section should include community volunteer, student intern, groups, corporations, etc.)

No. Vol. <u>325</u>	Hours <u>11,706</u>	x	\$15.39	=	180,155
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Types of work performed by GENERAL VOLUNTEERS in this category: Dog walkers, cat socializers, bedding asst., launderers, kennel cleaners, adoption asst., groomers, clerical asst., recruiting, photography, greeter.

- b. INSTITUTIONAL VOLUNTEERS (this section should include court referrals, honor camp inmates, PIC/RETC, GAIN, etc.)

No. Vol. <u>8</u>	Hours <u>460</u>	x	\$ 15.39	=	\$7,079.40
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Types of work performed by INSTITUTIONAL VOLUNTEERS in this category:
Cleaning kennels, cleaning windows, sweeping grounds, landscaping.

- c. SPECIALIZED VOLUNTEERS (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity). These specialized positions have verifiable compensation levels (VCL). If you have such a volunteer, please indicate the position, hours and compensation level below.

Position	Hours	x	VCL	=	Dollar Benefit
1 Kennel Assistant	6		8.00		48.00
A Vet. Asst.	7	x	10.00	=	\$ 70.00
1 RVT	65		15.00		97.50
1 Veterinarian	15		65.00		975.00
5 Adoption Counselors	6,346		9.00		57,114.00
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No. Vol <u>9</u>	Total Hours <u>6,378.5</u>		Total Value <u>\$58,304</u>		

Types of work performed by SPECIALIZED VOLUNTEERS in this category: One veterinarian performed spay/neuter surgeries, made medical rounds, gave rabies vaccinations. One RVT assisted with surgery. One Vet. Assistant assisted in surgery. One Kennel person cleaned medical room. Five adoption counselors aided the public, facilitated adoptions of shelter animals and assisted in training volunteers.

d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):

	<u>No. of Volunteers</u>	<u>Hours</u>	<u>Dollar Benefit</u>
2a:	<u>325</u>	<u>11,706</u>	<u>\$ 180,155.84</u>
2b:	<u>8</u>	<u>460</u>	<u>\$ 7,079.40</u>
2c:	<u>9</u>	<u>6,346</u>	<u>\$ 58,304.00</u>
TOTALS:			
	<u>342</u>	<u>18,572</u>	<u>\$ 245,538.74</u>

3. DONATIONS TO VOLUNTEER PROGRAM:

Please list all donations to the department's Volunteer Program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

<u>Item Donated</u>	<u>Value</u>	<u>Item Donated</u>	<u>Value</u>
<u> </u>	<u>\$</u> <u> </u>	<u> </u>	<u>\$</u> <u> </u>
<u> </u>	<u>\$</u> <u> </u>	<u> </u>	<u>\$</u> <u> </u>

TOTAL VALUE \$

4. VOLUNTEER PROGRAM COSTS:

- a. Cost of direct supervision of volunteers (total hours of direct supervision times hourly rate of staff person(s) directly supervising program volunteers.

Hours 2,080 x Rate \$ 16.30 = \$ 37,164.00

- b. Cost of program coordination (total hours of program coordination times hourly rate of coordinator(s)). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placements and recognition, etc.

Hours 1,040 x Rate \$ 25.75 = \$ 26,780.00

- c. Other program costs (volunteer training materials/supplies, recognition costs, etc.):

Item	Cost
Binders, badges, leashes,	\$2,000.00
grooming supplies, clerical	
supplies	
TOTAL OF OTHER PROGRAM COSTS	= \$ 2,000.00

d. TOTAL OF VOLUNTEER PROGRAM COST = \$ 63,406.40
(add 4a, 4b, and 4c)

5. **NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:**

a. Total Dollar Benefits of Volunteers, Item 2d (Page 2)	\$ 245,538.74
b. Total of Donations to Volunteer Program, Item 3 (Page 2)	\$
ADD a + b	\$
c. Subtract Total of Volunteer Program Costs, Item 4d (Page 3)	(\$ 63,406.40)
TOTAL PROGRAM BENEFIT	\$ 182,132.34

6. **RECRUITING:**

Please describe your recruiting programs:

Volunteer information is included in DAC literature with direct phonenumber. DAC website volunteer opportunities are listed on volunteer match org. and in photo binders that are created and placed by volunteers in more than 12 retail stores, pet shops and other businesses throughout the county.

7. **SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:**

Please describe any special activities and/or achievements your program was involved in during the period of this report:

Volunteers instituted quarterly newsletter, created a microsoft access volunteer database. Photo boards of animals in adoption are displayed at the entrance of the kennels and photo binders are distributed to more than 12 retail stores, pet shops and other businesses throughout the county.

8. **VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2001-02:**

Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

Increase recruitment and diversity of volunteers, improve training procedures by providing obedience training and animal behavior training. Promote teamwork between volunteers and staff.

9. **GENERAL INFORMATION:**

Name of Person Completing Report: Thomas Hudson

Phone Number: (619) 767-2611 Mail Stop H-39 E-Mail thudson@co.san-diego.ca.us

Volunteer Coordinator: Thomas Hudson and Heidi Burke

Phone Number: Same Mail Stop H-39 E-Mail hburke@co.san-diego.ca.us

10. **DEPARTMENT CERTIFICATION:**



DEPARTMENT HEAD SIGNATURE

MIKEL HAAS, INTERIM DIRECTOR
Department of Animal Control

7/16/01

DATE